

RESOLUTION NO. 78-134

RESOLUTION AMENDING "RULES FOR PERSONNEL
ADMINISTRATION, RULE 8, RE PROBATIONARY
PERIOD.

BE IT RESOLVED, that Rule 8 of the Rules for Personnel Administration, City of Lodi, is hereby amended to read in full as follows:

"Section 1. Objective of Probationary Period: All original appointments shall be subject to a probationary period of twelve months. Promotional and transfers appointments shall be subject to a probationary period of six months. The probationary period shall be regarded as an integral part of the examination process and shall be utilized for closely observing the employee's work, for securing the most effective adjustment of a new employee to his position, and for rejecting any probationary employee whose performance does not meet the expected work standards.

Section 2. Permanent Appointment: The Personnel Officer shall notify the appropriate department head two weeks prior to the termination of any probationary period. At the end of the probationary period, if the department head desires to make a permanent appointment of the employee on probation, he shall file with the Personnel Officer a written statement to the effect that the employee's services are satisfactory. Failure on the part of the department head to file such a statement at the end of the probationary period shall constitute a rejection of the probationer as defined in these rules.

Section 3. Rejection of Probationer: At any time during the probationary period an employee may be rejected by the appropriate department head. Any employee rejected during the probationary period following promotion shall be reinstated to the position from which he was promoted unless charges are filed and he is discharged in accordance with the provisions of the Personnel Ordinance and these rules.

Section 4. Benefits during Probationary Period: Probationary employees earn and accrue all benefits given to other employees with the following exceptions:

1) No step increases will be awarded during the original probationary period except sworn police and firefighter employees who are eligible for such an increase after 6 months of satisfactory service

2) Vacation credits are earned and accrued for all original appointees but may not be used until the completion of a probationary period of twelve months. "

This Resolution to be effective commencing September 21, 1978.

DATED: SEPTEMBER 20, 1978

I hereby certify that Resolution No. 78-134 was passed and adopted by the City Council of the City of Lodi in a regular meeting held September 20, 1978 by the following vote:

Ayes: Councilmen - Hughes, Katnich, Katzakian,
McCarty and Pinkerton

Noes: Councilmen - None

Absent: Councilmen - None


ALICE M. REIMCHE
CITY CLERK